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Executive Registry

76-2280

17 MAY 1976

MEMORANDUM FOR: DDCI Designate

FROM : B. C. Evans, Executive Secretary

SUBJECT : Things to Think About

Hank :

1. Per my promise to provide you with a laundry list of a few things you may wish to come to grips with and foment the necessary preliminary work on, there follows a recital of some that come to mind:

A. Floating Authorizations. This was a topic that worried the SSC, [redacted] Their con- 25X1A
cerns apply to other activities that seem to be passed along informally, indeed almost silently to whomever inherits responsibility. We should wring out the system and identify them. 25X1A

B. Understandings or Treaties with Other USG Departments. Work should commence now to assemble a list of agreements [redacted] 25X1A
[redacted] that any new Cabinet member should be briefed on and given the opportunity to review, revise, or reaffirm. A tickler system should be devised wherein, upon the appointment of a new Cabinet official, we automatically focus on the need to step forward and say, "This is the way it has been done and do you have any problem with it?" Such a system would avoid the recent worries of Elliot Richardson [redacted] and the possibility that Jack Eckerd (Administrator/GSA) does not understand [redacted] 25X1A
[redacted] We also learned this lesson painfully with the Postmaster re the mail operation. 25X1A

C. [redacted] In response to the DCI's request, work is under way to respond to Scowcroft's plans for [redacted] but what I have in mind in this item is our internal procedures for the review and sign-off [redacted] 25X1A
[redacted] papers prior to the Director's release [redacted] 25X1A
[redacted] Upon receipt of the DDO's paper, I interrupt the system and obtain Comptroller, DDI, and NIO comment, assemble same, and forward to the DCI via DDCI. Recently I expanded this preliminary review to include the General Counsel and Legislative Counsel. Frankly, I think you might establish a ground rule that no paper is forwarded to the Director for release [redacted] 25X1A
[redacted] 25X1A

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E2 IMPDET
C1 By [redacted]

25X1

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D. Command Cable Dissemination. You and Mr. Bush have inherited a system established by Mr. Colby which serves you precious few incoming and outgoing command and staff cables. There is something to be said in terms of discipline if an originator knows the DCI or DDCI is going to get a copy of his outgoing instructions and the incoming response. I have asked the D/Communications to prepare a briefing for you on the current system and the guidelines that created our existing cable summaries.

E. Periodic Reports. When Mr. Colby suspended ExDir, he short-circuited many of the periodic reports to the DDM&S, Harold Brownman, with the understanding that he would flag for him any troublesome or significant items. These reports included recruiting, operational entertainment, utilization of officers following training at senior schools, numerous financial reports, married couples on CIA roles, etc., etc.; we have a catalogue of such reports which I will give to

F. White House Suspense Items. Expand my weekly report to the DCI and DDCI of unanswered actionable material on Scowcroft's or Hyland's desk, to include Jack Marsh, the Secretary of State, Secretary of Defense, and other Cabinet level officers.

G. Organizational Changes.

a. Devise a successor to the Management Committee. I have given you my critique of same and has a list of all topics considered and decisions reached.

b. Place the Director of Personnel directly under the DDCI.

c. Examine the relevance of the numerous organizational changes made by former DCI Schlesinger in today's environment. P.S. Though they have been under DDS&T for years, suppose you will review the merits of placing OSI and OWI under the DDI.

E. C. Evans

B. C. Evans

O/ES/BCE:sfc

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See ER 76-2285

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